

Domestic and International Search and Rescue Response System

Task Force/SAR Team Position Descriptions

General Requirements

1. Must be able to meet the physical requirements of the sponsoring agency with or without accommodations.
2. Must be available on short notice to mobilize within six hours of request and be self-sufficient for at least 72 hours for a response assignment of up to 10 days in austere environments.
3. Must be capable of improvising and functioning for long hours under adverse conditions.
4. Must maintain current inoculations for Diphtheria/Tetanus (or Tetanus only if there is a contra-indication to Diphtheria), Hepatitis A & B, Measles/Mumps/Rubella (if born after 1957), and Polio.
5. Must be able to function safely at heights and on or around rubble.
6. Must be aware of the signs, symptoms and corrective measures of critical incident stress syndrome.
7. Must understand and adhere to safe working practices and procedures as required in the urban disaster environment.
8. Must have a working knowledge of the FEMA and BHR/OFDA (USAID) US&R Response Systems and organizational structures, operating procedures, safety practices, terminology, knowledge of all TASK FORCE/SAR TEAM equipment, and communications protocols.
9. Must have successfully completed the First Responder Awareness Level for Hazardous Materials as per OSHA Standard 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response.
10. Must be currently certified in at least Standard First Aid.
11. Must be currently certified in American Heart Association Cardiopulmonary Resuscitation - Basic Life Support.
12. Must have a working knowledge of the Incident Command System.
13. Must understand the needs of and provide support to their counterparts within the Task Force/SAR Team for specific operations, techniques and application of tools and equipment.
14. Must possess training and experience in personal safety in US&R environments.

Domestic and International Search and Rescue Response System

Task Force/SAR Team Position Descriptions

General Operational Checklist

UPON ACTIVATION / AT TASK FORCE/SAR TEAM ASSEMBLY POINT

- ☐ Receive notification of assignment and instructions from the initiating organization.
- ☐ Establish communications with the appropriate supervisor.
- ☐ Monitor mission-related information from local sources such as radio and television.
- ☐ Review the personal equipment checklist. Assess your personal gear readiness for the specific disaster area climate. Make necessary changes.
- ☐ Ensure that you have personal daypack, earplugs, and warm clothes for flight.
- ☐ Report to the assigned Assembly Point at the prescribed time.
- ☐ Forward an accurate Responder Information Sheet to the Medical Team Manager.
- ☐ Complete check-in procedures to include medical screening.
- ☐ Ensure that you receive any appropriate issue of gear (radio, functional vest, etc.) pertinent to the position.
- ☐ Participate in Task Force/SAR Team briefings and meetings as requested.
- ☐ Carry out assignments as directed.
- ☐ Must not be under the influence of illegal substances or alcohol for the duration of the deployment.

AT POINT OF DEPARTURE

- ☐ Participate in Task Force/SAR Team briefings and meetings as requested.
- ☐ Carry out assignments as directed.
- ☐ Ensure that electronic equipment is turned off prior to boarding aircraft.

IN TRANSIT

- ☐ Review the FEMA US&R and USAID/OFDA Field Operations Guides for information pertinent to your position description, operational checklist, operational procedures, and safety procedures.
- ☐ Monitor mission-related information from local sources such as radio and television.
- ☐ Review disaster related information as it becomes available.
- ☐ Take advantage of available travel time for rest prior to arrival.
- ☐ Carry out assignments as directed.

Domestic and International Search and Rescue Response System

Task Force/SAR Team Position Descriptions

ARRIVAL AT MOBILIZATION CENTER/RECEPTION CENTER

- ☐ Participate in Task Force/SAR Team briefings and meetings as requested.
- ☐ Carry out assignments as directed.

ON-SITE OPERATIONS

- ☐ Ensure your physical readiness through proper nutrition, water intake, rest, and stress control techniques.
- ☐ Participate in the Task Force/SAR Team daily briefings and meetings as requested.
- ☐ Ensure use of all safety practices and procedures.
- ☐ Ensure proper equipment needs are met and equipment is operational prior to each work period.
- ☐ Carry out assignments as directed.
- ☐ Report any signs/symptoms of incident stress, injury, fatigue, or illness in yourself/coworkers to your immediate supervisor.
- ☐ Brief your shift replacement fully on all ongoing operations when relieved at work cycle rotations.
- ☐ Prepare appropriate reports.

REASSIGNMENT/DEMOBILIZATION

- ☐ Participate in the Task Force/SAR Team daily briefings and meetings as requested.
- ☐ Prepare personal belongings for demobilization.
- ☐ Carry out assignments as directed.
- ☐ Ensure the return of all items issued to you during the mobilization phase.
- ☐ Upon return, participate in the Task Force/SAR Team mission critique and incident stress management activities.
- ☐ Submit comments to your supervisor for inclusion in the after-action reports. This should include reviewing pertinent position descriptions, operational checklists, and procedures for recommended changes.